



# BASL

New York City's Gay, Lesbian, Bisexual and Transgender Softball League

## BIG APPLE SOFTBALL LEAGUE NEW TEAM APPLICATION PROCEDURES

The Big Apple Softball League welcomes applications for new teams to join the league. Applications are requested significantly in advance of the start of the season to allow time to define the league structure, establish needs for fields, order equipment, and plan for expenses. New team applications will be approved or declined based on information about team leadership, the proposed team roster, availability of fields, size of divisions, and any other relevant factors.

The Executive Board, composed of BASL Officers and Division Representatives, is the administrator of this process. All questions and new team applications should be directed to the league Assistant Commissioner. The Governing Body, composed of one representative per returning team, must approve all Executive Board recommendations to add teams to the league.

### IMPORTANT POINTS:

- Individuals wishing to start a new team must complete a New Team Application available on the league's web site.
- **Applications must be filled out completely. The deadline to submit the application is printed at the top of the application form.**
- The Executive Board will review applications at its first meeting after the submission deadline. Based on this review, it will make recommendations to the Governing Body to approve or decline each new team application. Governing Body approval is required for all new teams.
- Applications submitted after the deadline will be considered on a case-by-case basis at the discretion of the Executive Board, up until the last Governing Body meeting prior to the New Player Draft days.

### PROCESS:

1. Download the New Team Application from the Big Apple Softball League website ([www.bigapplesoftball.com](http://www.bigapplesoftball.com)), in the "League Rules and Forms" section of the site.
2. The application includes basic information about the manager and team, as well as information about committed members of the roster. It is recommended that rosters have at least 10 players. However, rosters with 5 to 9 players may be considered along with other factors, such as strength of team leadership, division structures, etc. Rosters cannot have more than 25 players.
3. **All sections of the New Team Application must be completed in order for it to be considered. The completed application must be submitted by the deadline to the Assistant Commissioner: [AsstCommish@bigapplesoftball.com](mailto:AsstCommish@bigapplesoftball.com)**
4. The Executive Board will then review all the New Team Applications together, and may contact the proposed new team managers and players for more information as necessary. As a result of this review, the Executive Board will recommend approving or declining the application.
5. You will be informed of the Executive Board's recommendation, and you have the right to make a statement at the Governing Body meeting at which these recommendations will be considered.
6. If you have any questions, please do not hesitate to e-mail the Assistant Commissioner at [AsstCommish@bigapplesoftball.com](mailto:AsstCommish@bigapplesoftball.com)